



Ephesus Seventh-day Adventist Church Finance Request Form

Please affix all bids to this form prior to submitting to the Finance Committee.

Requested By: _____

Ministry: _____

Contact Number: _____

Email: _____

Purpose: _____

Date Requested: _____

Date Needed: _____

Amount Requested (\$): _____

Within ministry budget? Yes No

Make Check Payable To: _____

Name: _____

Address: _____

Ministry Leader Signature: _____

Note:

- Please submit at least three (3) bids.
- If you are aware, please indicate why the bids are different.
- Please indicate your preferred vendor/item.

Revised 8/2023